

TOWNSHIP OF ALBION  
Calhoun County, Michigan

FINANCIAL REPORT WITH  
SUPPLEMENTARY INFORMATION

Year Ended March 31, 2006

## AUDITING PROCEDURES REPORT

Issue under P.A. 2 of 1968, as amended. Filing is mandatory.

<b>Local Government Type</b> <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		<b>Local Government Name</b> Township of Albion	<b>County</b> Calhoun
<b>Audit Date</b> March 31, 2006	<b>Opinion Date</b> August 4, 2006	<b>Date Accountant Report Submitted to State:</b> August 4, 2006	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:


1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ yes ☒ no 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ yes ☒ no 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ yes ☒ no 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ yes ☒ no 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ yes ☒ no 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ yes ☒ no 6. The local unit has been delinquent distributing tax revenues that were collected for another taxing unit.
- ☐ yes ☒ no 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during they year).
- ☐ yes ☒ no 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ yes ☒ no 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	X		
Reports on individual federal financial assistance programs (program audits).			X
Single Audit Reports (ASLGU).			X

<b>Certified Public Accountant (Firm Name)</b> Campbell, Kusterer & Co., P.C.			
<b>Street Address</b> 512 N. Lincoln, Suite 100, P.O. Box 686	<b>City</b> Bay City	<b>State</b> MI	<b>Zip</b> 48707
<b>Accountant Signature</b> 			

TOWNSHIP OF ALBION  
Calhoun County, Michigan

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# CAMPBELL, KUSTERER & CO., P.C.

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## INDEPENDENT AUDITOR'S REPORT

August 4, 2006

To the Township Board  
Township of Albion  
Calhoun County, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of Township of Albion, Calhoun County, Michigan as of and for the year ended March 31, 2006, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Township of Albion's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Albion, Calhoun County, Michigan as of March 31, 2006, and the respective changes in financial position thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1, the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as of April 1, 2005.

The Management's Discussion and Analysis and budgetary comparison information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the Township's basic financial statements. The other supporting information described in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, it is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



CAMPBELL, KUSTERER & CO., P.C.  
Certified Public Accountants

TOWNSHIP OF ALBION  
Calhoun County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the year ended March 31, 2006

The Management's Discussion and Analysis report of the Township of Albion covers the Township's financial performance during the year ended March 31, 2006.

FINANCIAL HIGHLIGHTS

Our financial status remained stable over the last year. Net assets at March 31, 2006, totaled \$1,604,546.23 for governmental activities. Overall total capital assets remained the same.

Overall revenues were \$320,748.28. Governmental activities had a \$86,245.20 increase in net assets.

We did not incur any new debt.

OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of three parts, management's discussion and analysis, the basic financial statements and required supplementary information. The basic financial statements include two different kinds of statements that present different views of the Township and the notes to the financial statements.

The first two statements are entity-wide financial statements and provide both long and short-term information about our overall financial status. These statements present governmental activities.

The remaining statements are fund financial statements, which focus on individual parts of the Township in more detail.

The notes to the financial statements explain some of the information in the statements and provide more detailed data.

Required supplementary information further explains and supports the financial statement information with budgetary comparisons.

ENTITY-WIDE FINANCIAL STATEMENTS

The entity-wide statements report information about the Township as a whole using accounting methods used by private companies. The statement of net assets includes all of the Township's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

The two entity-wide statements report net assets and how they have changed. Net assets are the difference between the entity's assets and liabilities and this is one method to measure the entity's financial health or position.

Over time increases/decreases in the entity's net assets are an indicator of whether financial position is improving or deteriorating.

To assess overall health of the entity you may also have to consider additional factors such as tax base changes, facility conditions and personnel changes.

All of the activities of the Township are reported as governmental activities. This includes the General Fund and the Road Fund.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the year ended March 31, 2006

FUND FINANCIAL STATEMENTS

The fund financial statements provide more detailed information about the Township's funds, focusing on significant (major) funds not the Township as a whole. Funds are used to account for specific activities or funding sources. Some funds are required by law or bond covenants. The Township Board also may create them. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

The Township has the following types of funds:

Governmental funds: All of the Township's activities are included in the governmental category. These funds are presented on the modified accrual basis, which is designed to show short-term financial information. You will note that the differences between the Township's entity-wide statements and the fund statements are disclosed in reconciling statements to explain the differences between them. The Township's governmental activities include the General Fund and the Road Fund.

FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Our cash position in the governmental activities remains stable.

FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

The General Fund pays for most of the Township's governmental services. The most significant is Fire Protection which incurred expenses of \$68,129.72.

CAPITAL ASSET AND LONG-TERM DEBT ACTIVITY

The Township's governmental activities did not invest in capital assets this year.

The Township has no debt at this time.

KNOWN FACTORS AFFECTING FUTURE OPERATIONS

The future of state revenue sharing is very clouded and it represents a significant portion of our income.

CONTACTING THE TOWNSHIP'S MANAGEMENT

This financial report is designed to provide our taxpayers, creditors, investors and customers with a general overview of the Townships finances and to demonstrate the Township's accountability for the revenues it receives. If you have any questions concerning this report please contact the Township Treasurer, Virginia Schultz or the Township Clerk, Kathy Grunderman at (517) 629-2289.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

GOVERNMENT-WIDE STATEMENT OF NET ASSETS  
March 31, 2006

	<u>Governmental Activities</u>
ASSETS:	
CURRENT ASSETS:	
Cash in bank	1 116 172 62
Taxes receivable	<u>9 508 43</u>
Total Current Assets	<u>1 125 681 05</u>
NON-CURRENT ASSETS:	
Capital Assets	727 673 00
Less: Accumulated Depreciation	<u>(245 640 08)</u>
Total Non-current Assets	<u>482 032 92</u>
TOTAL ASSETS	<u><u>1 607 713 97</u></u>
LIABILITIES AND NET ASSETS:	
LIABILITIES:	
CURRENT LIABILITIES	
Deposits payable	<u>3 167 74</u>
Total Current Liabilities	<u>3 167 74</u>
NET ASSETS:	
Invested in Capital Assets, Net of Related Debt	482 032 92
Unrestricted	<u>1 122 513 31</u>
Total Net Assets	<u>1 604 546 23</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>1 607 713 97</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

GOVERNMENT-WIDE STATEMENT OF ACTIVITIES  
Year ended March 31, 2006

	<u>Expenses</u>	<u>Program Revenue</u>	<u>Governmental Activities Net (Expense) Revenue and Changes in Net Assets</u>
<b>FUNCTIONS/PROGRAMS</b>			
Governmental Activities:			
Legislative	2 400 00	-	(2 400 00)
General government	73 685 97	14 264 09	(59 421 88)
Public safety	102 033 20	87 911 80	(14 121 40)
Public works	46 076 16	7 105 02	(38 971 14)
Other	10 307 75	-	(10 307 75)
<b>Total Governmental Activities</b>	<u>234 503 08</u>	<u>109 280 91</u>	<u>(125 222 17)</u>
General Revenues:			
Property taxes			79 109 96
State revenue sharing			89 722 56
Interest			37 228 05
Miscellaneous			5 406 80
<b>Total General Revenues</b>			<u>211 467 37</u>
Change in net assets			86 245 20
Net assets, beginning of year			<u>1 518 301 03</u>
Net Assets, End of Year			<u>1 604 546 23</u>

The accompanying notes are an integral part of these financial statements.



TOWNSHIP OF ALBION  
Calhoun County, Michigan

BALANCE SHEET – GOVERNMENTAL FUNDS  
March 31, 2006

	<u>General</u>	<u>Building</u>	<u>Total</u>
<u>Assets</u>			
Cash in bank	1 113 466 38	2 704 24	1 116 170 62
Taxes receivable	7 690 13	1 818 30	9 508 43
Due from other funds	<u>2 00</u>	<u>-</u>	<u>2 00</u>
Total Assets	<u>1 121 158 51</u>	<u>4 522 54</u>	<u>1 125 681 05</u>
<u>Liabilities and Fund Equity</u>			
Liabilities:			
Deposits payable	<u>3 167 74</u>	<u>-</u>	<u>3 167 74</u>
Total liabilities	<u>3 167 74</u>	<u>-</u>	<u>3 167 74</u>
Fund equity:			
Fund balances:			
Unreserved:			
Undesignated	<u>1 117 990 77</u>	<u>4 522 54</u>	<u>1 122 513 31</u>
Total fund equity	<u>1 117 990 77</u>	<u>4 522 54</u>	<u>1 122 513 31</u>
Total Liabilities and Fund Equity	<u>1 121 158 51</u>	<u>4 522 54</u>	<u>1 125 681 05</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET ASSETS  
March 31, 2006

TOTAL FUND BALANCES – GOVERNMENTAL FUNDS	1 122 513 31
Amounts reported for governmental activities in the statement of net assets are different because –	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds balance sheet:	
Capital assets at cost	727 673 00
Accumulated depreciation	<u>(245 640 08)</u>
TOTAL NET ASSETS – GOVERNMENTAL ACTIVITIES	<u>1 604 546 23</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –  
GOVERNMENTAL FUNDS  
Year ended March 31, 2006

	<u>General</u>	<u>Road</u>	<u>Total</u>
Revenues:			
Property taxes	40 103 51	39 006 45	79 109 96
Licenses and permits	8 003 32	-	8 003 32
State revenue sharing	89 722 56	-	89 722 56
Charges for services	14 264 09	-	14 264 09
Interest	37 228 05	-	37 228 05
Special assessments	79 908 48	7 105 02	87 013 50
Miscellaneous	5 406 80	-	5 406 80
	<u>274 636 81</u>	<u>46 111 47</u>	<u>320 748 28</u>
Total revenues			
Expenditures:			
Legislative:			
Township Board	2 400 00	-	2 400 00
General government:			
Supervisor	15 500 00	-	15 500 00
Elections	811 06	-	811 06
Clerk	15 000 00	-	15 000 00
Board of Review	645 00	-	645 00
Treasurer	14 500 00	-	14 500 00
Township Hall	7 314 63	-	7 314 63
Legal	9 747 45	-	9 747 45
Unallocated	6 144 85	-	6 144 85
Public safety:			
Fire protection	68 129 72	-	68 129 72
Planning and zoning	260 00	-	260 00
Building inspection	7 317 28	-	7 317 28
Public works:			
Highways and streets	-	46 076 16	46 076 16
Other functions:			
Insurance	4 125 75	-	4 125 75
Payroll taxes	6 182 00	-	6 182 00
	<u>158 077 74</u>	<u>46 076 16</u>	<u>204 153 90</u>
Total expenditures			
Excess of revenues over expenditures	116 559 07	35 31	116 594 38
Fund balances, April 1	<u>1 001 431 70</u>	<u>4 487 23</u>	<u>1 005 918 93</u>
Fund Balances, March 31	<u><u>1 117 990 77</u></u>	<u><u>4 522 54</u></u>	<u><u>1 122 513 31</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
Year ended March 31, 2006

NET CHANGE IN FUND BALANCES – TOTAL GOVERNMENTAL FUNDS 116 594 38

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures; in the Statement of Activities,  
these costs are allocated over their estimated useful lives as depreciation

Depreciation Expense	(30 349 18)
Capital Outlay	<u>-</u>

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES	<u>86 245 20</u>
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The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2006

Note 1 – Summary of Significant Accounting Policies

The accounting policies of the Township of Albion, Calhoun County, Michigan, conform to generally accepted accounting principles as applicable to governmental units.

Reporting Entity

The financial statements of the Township contain all the Township funds that are controlled by or dependent on the Township's executive or legislative branches.

The reporting entity is the Township of Albion. The Township is governed by an elected Township Board. As required by generally accepted accounting principles, these financial statements present the Township as the primary government.

Government-Wide and Fund Financial Statements

The government-wide financial statements, (the Statement of Net Assets and the Statement of Changes in Net Assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All the Township's government-wide activities are considered governmental activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, intergovernmental payments and other items not properly included among program revenues are reported as general revenue.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted resources are applied first.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2006

Note 1 – Summary of Significant Accounting Policies (continued)

Governmental Funds

General Fund

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from property taxes, state and federal distributions, grants, and other intergovernmental revenues.

Special Revenue Fund

This fund is used to account for specific governmental revenues requiring separate accounting because of legal or regulatory provisions or administrative action.

Fiduciary Fund

The Current Tax Collection Fund is used to account for assets held as an agent for others.

Assets, Liabilities and Net Assets or Equity

Bank deposits and investments – Cash and cash equivalent investments include cash on hand, demand deposits, certificates of deposit and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Receivables

Receivables have been recognized for all significant amounts due to the Township. Allowances for uncollectible accounts have not been provided for in that collection is not considered doubtful and any uncollected amount would be immaterial.

Inventories

Inventories of supplies are considered to be immaterial and are not recorded.

Property Taxes

Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned.

Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the county tax rolls. The 2005 tax roll millage rate was 1.9379 mills, and the taxable value was \$37,301,150.00.

Encumbrances

Encumbrances involving the current recognition of purchase orders, contracts and other commitments for future expenditures are not recorded.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

NOTES TO FINANCIAL STATEMENTS

March 31, 2006

Note 1 – Summary of Significant Accounting Policies (continued)

Capital Assets

Capital assets are defined by the Township as assets with an initial cost of more than \$5,000.00 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Building	50 years
Equipment	20 years

Compensated Absences (Vacation and Sick Leave)

Employees are not allowed to accumulate vacation and sick pay.

Post-employment Benefits

The Township provides no post-employment benefits to past employees.

Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Accounting Change

Effective April 1, 2005, the Township implemented the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* (GASB No. 34). Changes to the Township's financial statements as a result of GASB No. 34 are as follows:

A Management's Discussion and Analysis (MD&A) section providing analysis of the Township's overall financial position and results of operations has been included.

Government-wide financial statements (Statement of Net Assets and Statement of Activities) prepared using the full accrual accounting for all the Township's activities have been provided.

Capital assets in the governmental activities column of the Statement of Net Assets include net assets totaling \$482,032.92.

Note 2 – Budgets and Budgetary Accounting

The following procedures are followed in establishing the budgetary data reflected in these financial statements:

1. Prior to the beginning of the fiscal year, the proposed budget for each budgetary fund is submitted to the Township Board for consideration.
2. The proposed budgets include expenditures as well as the methods of financing them.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

NOTES TO FINANCIAL STATEMENTS

March 31, 2006

Note 2 – Budgets and Budgetary Accounting (continued)

3. Public hearings are held to obtain taxpayer comments.
4. The budgets are adopted at the activity level by a majority vote of the Township Board.
5. The budgets are adopted on the modified accrual basis of accounting.
6. The originally adopted budgets can be amended during the year only by a majority vote of the Township Board.
7. The adopted budgets are used as a management control device during the year for all budgetary funds.
8. Budget appropriations lapse at the end of each fiscal year.
9. The budgeted amounts shown in these financial statements are the originally adopted budgets with all amendments that were approved by the Township Board during the fiscal year.

Note 3 – Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Township Board has designated five banks for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all investments authorized by state law as listed above.

The Township's deposits and investments are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the cash deposits are as follows:

	<u>Carrying Amounts</u>
Total Deposits	<u>1 116 172 62</u>

Amounts in the bank balances are without considering deposits in transit or uncleared checks.



TOWNSHIP OF ALBION  
Calhoun County, Michigan

NOTES TO FINANCIAL STATEMENTS

March 31, 2006

Note 3 – Deposits and Investments (continued)

	<u>Bank Balances</u>
Insured (FDIC)	500 001 00
Uninsured and Uncollateralized	<u>624 122 05</u>
Total Deposits	<u><u>1 124 123 05</u></u>

The Township did not have any investments as of March 31, 2006.

Note 4 – Capital Assets

Capital asset activity of the Township's Governmental activities for the current year was as follows:

	<u>Balance 4/1/05</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 3/31/06</u>
<u>Governmental Activities:</u>				
Building	201 149 00	-	-	201 149 00
Equipment	<u>526 524 00</u>	<u>-</u>	<u>-</u>	<u>526 524 00</u>
Total	727 673 00	-	-	727 673 00
Accumulated Depreciation	<u>(215 290 90)</u>	<u>(30 349 18)</u>	<u>-</u>	<u>(245 640 08)</u>
Net Capital Assets	<u><u>512 382 10</u></u>	<u><u>(30 349 18)</u></u>	<u>-</u>	<u><u>482 032 92</u></u>

Note 5 – Pension Plan

The Township does not have a pension plan.

Note 6 – Deferred Compensation Plan

The Township does not have a deferred compensation plan.

Note 7 – Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors, omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for property loss, torts and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Note 8 – Building Permits

As of March 31, 2006, the Township had building permit revenues of \$7,981.32 and building permit expenses of \$7,317.28.

TOWNSHIP OF ALBION  
Calhoun County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2006

Note 9 – Interfund Receivables and Payables

The amounts of interfund receivables and payables are as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Fund</u>	<u>Interfund Payable</u>
General	<u>2 00</u>	Current Tax Collection	<u>2 00</u>
Total	<u>2 00</u>	Total	<u>2 00</u>

TOWNSHIP OF BENTLEY  
Gladwin County, Michigan

BUDGETARY COMPARISON SCHEDULE – GENERAL FUND  
Year ended March 31, 2006

	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Revenues:				
Property taxes	45 100 00	45 100 00	40 103 51	(4 996 49)
Licenses and permits	5 025 00	5 025 00	8 003 32	2 978 32
State revenue sharing	85 000 00	85 000 00	89 722 56	4 722 56
Charges for services- PTAF	14 000 00	14 000 00	14 264 09	264 09
Interest	19 000 00	19 000 00	37 228 05	18 228 05
Special assessments	83 100 00	83 100 00	79 908 48	(3 191 52)
Miscellaneous	5 900 00	5 900 00	5 406 80	(493 20)
Total revenues	<u>257 125 00</u>	<u>257 125 00</u>	<u>274 636 81</u>	<u>17 511 81</u>
Expenditures:				
Legislative:				
Township Board	2 600 00	2 600 00	2 400 00	(200 00)
General government:				
Supervisor	15 500 00	15 500 00	15 500 00	-
Elections	1 000 00	1 000 00	811 06	(188 94)
Clerk	15 000 00	15 000 00	15 000 00	-
Board of Review	650 00	650 00	645 00	(5 00)
Treasurer	14 500 00	14 500 00	14 500 00	-
Cemetery	100 00	100 00	-	(100 00)
Township Hall	7 500 00	7 500 00	7 314 63	(185 37)
Legal	10 000 00	10 000 00	9 747 45	(252 55)
Unallocated	15 800 00	15 800 00	6 144 85	(9 655 15)
Public safety:				
Fire protection	79 720 00	79 720 00	68 129 72	(11 590 28)
Planning	300 00	300 00	260 00	(40 00)
Building inspection	5 000 00	7 318 00	7 317 28	(72)
Drains at large	1 000 00	1 000 00	-	(1 000 00)
Other functions:				
Insurance	5 300 00	5 300 00	4 125 75	(1 174 25)
Payroll taxes	3 750 00	6 822 00	6 182 00	(640 00)
Contingency	15 000 00	15 000 00	-	(15 000 00)
Total expenditures	<u>192 720 00</u>	<u>198 110 00</u>	<u>158 077 74</u>	<u>(40 032 26)</u>
Excess (deficiency) of revenues over expenditures	64 405 00	59 015 00	116 559 07	57 544 07
Fund balance, April 1	<u>965 561 72</u>	<u>965 561 72</u>	<u>1 001 431 70</u>	<u>35 869 98</u>
Fund Balance, March 31	<u><u>1 029 966 72</u></u>	<u><u>1 024 576 72</u></u>	<u><u>1 117 990 77</u></u>	<u><u>93 414 05</u></u>

TOWNSHIP OF ALBION  
Calhoun County, Michigan

BUDGETARY COMPARISON SCHEDULE –ROAD FUND  
Year ended March 31, 2006

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Over (Under)</u>
Revenues:				
Property taxes	37 000 00	37 000 00	39 006 45	2 006 45
Special assessments	-	-	7 105 02	7 105 02
Total revenues	<u>37 000 00</u>	<u>37 000 00</u>	<u>46 111 47</u>	<u>9 111 47</u>
Expenditures:				
Public works:				
Highways and streets	<u>40 000 00</u>	<u>46 077 00</u>	<u>46 076 16</u>	<u>(84)</u>
Total expenditures	<u>40 000 00</u>	<u>46 077 00</u>	<u>46 076 16</u>	<u>(84)</u>
Excess (deficiency) of revenues over expenditures	(3 000 00)	(9 077 00)	35 31	9 112 31
Fund balance, April 1	<u>3 000 00</u>	<u>9 077 00</u>	<u>4 487 23</u>	<u>(4 589 77)</u>
Fund Balance, March 31	<u>-</u>	<u>-</u>	<u>4 522 54</u>	<u>4 522 54</u>

TOWNSHIP OF ALBION  
Calhoun County, Michigan

GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT  
Year ended March 31, 2006

Township Board:	
Wages	<u>2 400 00</u>
Supervisor:	
Salary	<u>15 500 00</u>
Elections:	
Wages	438 00
Supplies	<u>373 06</u>
	<u>811 06</u>
Clerk:	
Salary	<u>15 000 00</u>
Board of Review:	
Wages	<u>645 00</u>
Treasurer:	
Salary	<u>14 500 00</u>
Township Hall	<u>7 314 63</u>
Legal	<u>9 747 45</u>
Unallocated	<u>6 144 85</u>
Fire protection:	
Wages	32 505 00
Supplies	12 444 00
Utilities	3 011 80
Repairs and maintenance	2 181 63
Insurance	13 060 25
Miscellaneous	<u>4 927 04</u>
	<u>68 129 72</u>
Planning and zoning	<u>260 00</u>
Building inspection	<u>7 317 28</u>
Insurance	<u>4 125 75</u>
Payroll taxes	<u>6 182 00</u>
Total Expenditures	<u>158 077 74</u>

TOWNSHIP OF ALBION  
Calhoun County, Michigan

CURRENT TAX COLLECTION FUND  
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
Year ended March 31, 2006

	<u>Balance</u> <u>4/1/05</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>3/31/06</u>
<u>Assets</u>				
Cash in Bank	<u>139 06</u>	<u>1 531 541 42</u>	<u>1 531 678 48</u>	<u>2 00</u>
<u>Liabilities</u>				
Due to other funds	139 06	175 196 68	175 333 74	2 00
Due to others	<u>-</u>	<u>1 356 344 74</u>	<u>1 356 344 74</u>	<u>-</u>
Total Liabilities	<u>139 06</u>	<u>1 531 541 42</u>	<u>1 531 678 47</u>	<u>2 00</u>

TOWNSHIP OF ALBION  
Calhoun County, Michigan

CURRENT TAX COLLECTION FUND  
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
Year ended March 31, 2006

Cash in bank – beginning of year	<u>139 06</u>
Cash receipts:	
Property tax	1 531 442 42
Animal licenses	<u>99 00</u>
Total cash receipts	<u>1 531 541 42</u>
Total beginning balance and cash receipts	<u>1 531 680 48</u>
Cash disbursements:	
Township General Fund	129 222 27
Township Road Fund	46 111 47
Calhoun County	460 615 01
Calhoun Intermediate School District	220 578 75
Kellogg Community College	141 961 48
Albion Public Schools	118 511 99
Homer Community Schools	274 891 63
Albion Library	28 690 99
Homer Library	9 561 47
State of Michigan	100 405 47
Refunds	<u>1 127 95</u>
Total cash disbursements	<u>1 531 678 48</u>
Cash in Bank – End of Year	<u>2 00</u>

# **CAMPBELL, KUSTERER & CO., P.C.**

CERTIFIED PUBLIC ACCOUNTANTS

MARK J. CAMPBELL, CPA  
KENNETH P. KUSTERER, CPA

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P.O. BOX 686  
BAY CITY, MICHIGAN 48707

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FAX (989) 894-5494

## **AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS**

August 4, 2006

To the Township Board  
Township of Albion  
Calhoun County, Michigan

We have audited the financial statements of the Township of Albion for the year ended March 31, 2006. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of our audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

### **AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES**

We conducted our audit of the financial statements of the Township of Albion in accordance with auditing standards generally accepted in the United States. The following paragraph explains our responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. Our knowledge of such transactions is limited to that acquired through our audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, our responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those in which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financial statements are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in our opinion."



✓  
To the Township Board  
Township of Albion  
Calhoun County, Michigan

In the audit process, we gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. Our understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

### **SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies are described in Note 1 to the financial statements.

### **OTHER COMMUNICATIONS**

Auditing standards call for us to inform you of other significant issues such as, but not limited to, 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ markedly from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures we performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

We have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were minimal, and are available to review.

### **GASB 34 IMPLEMENTATION**

The Governmental Accounting Standards Board issued a new reporting model for governmental units which was required to be implemented for the fiscal year ended March 31, 2006. The implementation of this pronouncement for the Township of Albion began with the year ended March 31, 2006. The daily operations and recording transactions did not change significantly, however, the Township is required to maintain additional records for the year end adjustments to the final presentation format.

### **COMMENTS AND RECOMMENDATION REGARDING INTERNAL CONTROLS/ COMPLIANCE/ EFFICIENCY**

Our procedures disclosed the following conditions that we would like to bring to your attention:

#### **SEGREGATION OF DUTIES**

A separation of duties between persons who authorize transactions and persons who have control over the related assets does not always exist.

The least desirable accounting system is one in which an employee is responsible for executing the transaction and then recording the transaction from its origin to its ultimate posting in the General Ledger. This increases the likelihood that intentional or unintentional errors will go undetected. In most cases, adequate segregation of duties substantially increases control over errors without duplication of effort.

We understand that due to the size of needed staff, a proper segregation of duties may be impractical and the "cost to benefit" relationship may not justify the addition of accounting staff to accomplish the desired segregation.

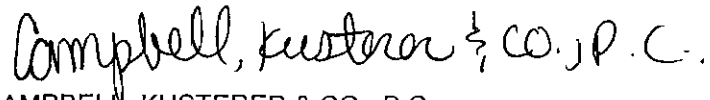
These conditions were considered in determining the nature, timing and extent of the audit tests to be applied in our audit of the Township's financial statements and this communication of these matters does not affect our report on the Township's financial statements, dated March 31, 2006.

To the Township Board  
Township of Albion  
Calhoun County, Michigan

SUMMARY

We welcome any questions you may have regarding the foregoing comments and we would be happy to discuss any of these or other questions that you might have at your convenience.

Sincerely,

A handwritten signature in cursive script that reads "Campbell, Kusterer & Co., P.C.".

CAMPBELL, KUSTERER & CO., P.C.  
Certified Public Accountants